



U.S. AMBASSADORS FUND FOR CULTURAL PRESERVATION

CONCEPT NOTE GUIDELINES

Concept notes must be submitted in English to tggafcp@state.gov with the subject line: *"AFCP 2022 GRANTS Program: Project Name – Applicant Name"* **by midnight Friday, December 3, 2021.**

Each concept note submitted must include:

- a) Project basics, including working title, anticipated project length (Note: Applicants may propose project periods of up to 60 months), location/site, and project cost estimate (amount requested from AFCP; in U.S. dollars).
- b) Project implementer: name of institution and SAM registration code (if available).
- c) Scope of work summarizing (1) the preservation goals and the activities planned to achieve those goals; and (2) any broader host country or community goals and the activities planned to achieve those goals; (i.e., what they hope to gain from the project beyond the preserved heritage and how they plan to get there; 2,000 characters maximum).
- d) Rationale for AFCP support, explaining why it's in the interests of the U.S. government to fund the project, specifically:
 - a. how the project relates to US Embassy Honduras priorities, existing bilateral agreements, or other U.S. foreign policy objectives (1,000 characters maximum).
 - b. the projected impact of the project (1,000 characters maximum).
- e) Five (5) high quality digital images (JPEGs) or audiovisual files that convey the nature and condition of the site, collection, or tradition and show the urgency or need for the proposed project (collapsing walls, water damage, etc.).